

Virginia Center for Onsite Wastewater Training
Steering Committee Meeting
Minutes

17 November 2006

Committee Members Attending:

Name	Company / Representing	Email
Tom Joy	Chair / Moderator / VDH	Thomas.Joy@vdh.virginia.gov
Tom Reynolds	SVCC	tom.reynolds@sv.vccs.edu
Jim Bowles	VDH / Lynchburg	Jim.Bowles@vdh.virginia.gov
Jamie Hawley	VDH / Piedmont HD	Jamie.Hawley@vdh.virginia.gov
Beth Manghi	VDH / Hanover HD	Beth.Manghi@vdh.virginia.gov
Anish Jantrania	VDH Richmond	Anish.Jantrania@vdh.virginia.gov
Danna Revis	VDH	Danna.Revis@vdh.virginia.gov
Karl Rudolph	VDH / Stafford HD	Karl.Rudolph@vdh.virginia.gov
Gary Whitley	VDH	Gary.Whitley@vdh.virginia.gov

Not Present:

Don Alexander	VDH Richmond	Don.Alexander@vdh.virginia.gov
K.R. Trapper Davis	CPEG / VOWRA / NOWRA	krdavis@cpegllc.com
Jay Duell	VDH	Jay.Duell@vdh.virginia.gov
Ed Dunn	VDH / Piedmont HD	Ed.Dunn@vdh.virginia.gov
Peter Hunt	SVCC	Peter.Hunt@sv.vccs.edu

Guests: No guests attended.

Vision Statement:

Comprehensive understanding of onsite wastewater practices across Virginia

Mission Statement:

Educate and train practitioners and others in the practices and technologies essential to assure long term sustainability of onsite wastewater systems, ground and surface water quality and public health.

Meeting opened at: 10:15 and adjourned at 1330

Tom Reynolds:

- SVCC will compile a summary of student evaluations after every VCOWT class. Summary will be sent to Tom Joy for distribution to Steering Committee members.
- Suggested developing five one-day courses to be presented in a single semester. Students would choose two of the courses to attend to receive a total of one credit hour.
- Other course options could include Internet BREEZE format classes and compressed video

Gary Whitley;

- Presented requests from Larry Johnson regarding student reaction to their recent “Water movements in soils” course. Also brought up for discussion Larry’s question as to whether students should be graded, i.e. A, B, C, D. The consensus was that the classes should remain Pass/Fail.
- Students should be told to bring any needed class materials such as calculators. A list of equipment should be posted on the website with the class description.

Discussion: CEUs vs. Credits:

- SVCC doesn’t award CEUs – it awards credits. Successful completion of an SVCC accredited class may be accepted by a given certifying body as counting toward a CEU.
- The two ways a student may fail an SVCC-accredited VCOWT “Pass/Fail” class are by failing to attend the entire class and by refusing to participate. No “make or break” final examinations will be given.
- An announcement will be placed on the website and will be read to students before each class informing them that full attendance and participation are necessary in order to receive a grade of “Pass”. Students who do not attend the entire class and who do not participate in class exercises and activities will receive a grade of “Fail”.

Anish Jantrania:

- SVCC should provide a printout of the class roster on the first day of class.
- Students want the class agenda ahead of time. A complete agenda should be posted on the website for each class.
- The cutoff date for registration should be at least two weeks before each class.

Discussion: Instructors:

- The Steering Committee voted to require instructors to submit a detailed course outline for Steering Committee review and approval three months prior to teaching a course.

New Building:

- The consensus of the Steering Committee is that our best option for a classroom building is the addition to the Occ-Tech Building that SVCC plans to construct.
- We anticipate having a 500 – 600 sq. ft. classroom with a sink along one wall for soils work. Projected cost is about \$100/sq. ft.
- A marked-up version of the existing floor plan is required ASAP. Jim, Anish, and Danna, will consult Don to get his ideas and will take responsibility for getting the marked up plan to Peter Hunt.

VCOWT site:

- The centerline of a road proposed to be known as “Chickahominy Lane” was marked across the site from Butternut Trail to the old barracks near West 10th Street.
- Jim Bowles will try to arrange for a topographic survey to be carried out ASAP.

2007 Schedule:

- The following draft schedule was proposed for the coming year:

January

- 5 VCOWT Steering Committee

February

- 9 VCOWT Steering Committee
- 20-21 Construction Inspection – Danna Revis & Trapper Davis

March

- 9 VCOWT Steering Committee
- 22-23 Pumps and Controls – Tom Joy

April

- 13 VCOWT Steering Committee

May

- 11 VCOWT Steering Committee

June

- 6-7 Wastewater 101 – Anish
- 8 VCOWT Steering Committee

July

- 13 VCOWT Steering Committee

August

- 7 VCOWT Steering Committee

September

- 14 VCOWT Steering Committee
- 20-21 Pumps and Controls – Tom Joy

October

- 12 VCOWT Steering Committee
- 16-17 Groundwater Modeling (Proposed)

November

- 9 VCOWT Steering Committee
- 14-15 Wastewater 101

December

- 3-4 Discharging Systems: Permitting
- 5-6 Discharging Systems: Design
- 14 VCOWT Steering Committee

Three courses not included on the schedule at present are:

- Understanding water movement in soils – Course will be added to schedule when Gary Whitley and Larry Johnson agree on dates.
- Easy/Fast CADD: Will be a Polycom-based course presented in January or February.
- Course to be taught by Barbara Grimes – Will possibly be scheduled for March

VCOWT Bylaws

- Draft bylaws have been prepared. Due to insufficient time, review was postponed to a later meeting

The next meeting date will be Friday, 5 January 2007.